

# Naples City Council November 20, 2008 Minutes

The regularly scheduled meeting of the Naples City Council was held November 20, 2008, at 7:30 p.m. at the Naples City Office, 1420 East 2850 South, Naples, Uintah County, Utah.

## ***DATE, TIME & PLACE OF MEETING***

Council members attending were Dean Baker, Robert Hall, Gordon Kitchen, Dennis Long, and Dan Olsen. Kenneth Reynolds was absent. Councilman Kitchen arrived later in the meeting.

## ***COUNCIL MEMBERS ATTENDING***

Others attending were Jim Harper, Gary Sievers, Michelle Dana, Veronica Stearmer, Allan Mashburn, Dale Allred, Ryan Cook, Manny Escoto, Joe Tatangelo, Craig Blunt and Nikki Kay.

## ***OTHERS ATTENDING***

Mayor Dean Baker welcomed everyone and called the meeting to order at 7:30 p.m. Mayor Baker opened the meeting with the pledge of allegiance and the invocation was offered by Robert Hall.

## ***OPENING CEREMONY***

Nikki Kay asked to add one more expenditure item under the road department. Robert Hall **moved** to approve the agenda with that change. Dennis Long **seconded** the motion. The motion passed with all voting aye.

## ***AGENDA APPROVED***

Mayor Baker asked if there were any changes to the minutes of October 23, 2008. Dan Olsen **moved** to approve the minutes as presented. Robert Hall **seconded** the motion. The motion passed with all in attendance voting aye.

## ***MINUTES APPROVED***

Nikki Kay presented the bills in the amount of \$50,927.66. Dennis Long **moved** to accept the bills in the amount of \$50,927.66. Robert Hall **seconded** the motion. The motion passed with the following roll call vote:

## ***APPROVAL OF THE BILLS***

Robert Hall	Aye
Gordon Kitchen	Absent
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

Mayor Mashburn and Dale Allred came before the Council to update them on changes happening with the Chamber of Commerce. Dale Allred is current president of the Chamber. Mayor Mashburn wanted to discuss with the Council the Chamber and economic development. He stated that Vernal City and Uintah County entered into a mutual aid agreement with the Chamber to support the Chamber financially and they in turn could get help with economic development. He reminded the Council that the area is very much dependent on the oil and gas industry and they would like to try and broaden the economic base and felt it was important to start now. Through the agreement they have recently reconstructed the Board at the Chamber. He said Vernal City and Uintah County each now hold a position on the Board as does Dale as the President with five additional positions being held by members of the community. Mayor Mashburn was proposing that Naples City join the Board to become members. This would change the board from seven to nine members. This would mean a financial commitment from the City. If the City joined with them, the Mayor would appoint someone to fill the position on the Board. Mayor Mashburn explained that Vernal City and Uintah County are each contributing \$60,000 in additional to the membership fees they have each already paid. When the agreement was signed, they were looking at doing economic development and Chamber director as one person. He said they anticipate that it will get very busy very soon and they would like to split those two positions as soon as possible. He felt if the City were willing to commit \$65,000 they could hire two people. Dale Allred told the Council that the Chamber is also making the same contribution to help cover the cost of one of the positions and that way the Chamber would be equally partnered. It was also explained that all of the people would be located in the Chamber building. Mayor Mashburn said they would like to be equipped to help people when they call regarding information about the area so they do not become frustrated when they can't get answers. He said with a combined effort the board would be representing the whole area and the employees and staff would be looking out for the interests of all involved. Councilman Hall stated the City appreciates the offer to join and stated that \$65,000 is a lot of money proportionately and wanted to know what the City could expect to get out of it in return. Mayor Mashburn said the City would be getting someone to coordinate economic development. They would be doing this for all three entities and would place whatever business wanting to come here in

***P R E S E N T A T I O N  
REGARDING CHANGES IN  
THE CHAMBER OF  
COMMERCE***

the appropriate locale. He stated the new director should be able to help with the new Downtown Plan for the City. Dale said that with equal contributions the City would be given a seat on the Board of Directors and with that the City would then have direct interaction with those employees and the Board. Mayor Baker wanted to know how the City's new Planner would fit into this new set up and if they are planning on providing opportunities for the planners to meet with the new directors. Mayor Mashburn stated they are just starting to look for people to hire and the City could be involved in that process and if the City wanted the director to meet with the planners they could set that up. Councilman Olsen wanted to know why the Uintah Impact Mitigation Special Service District (SSD) could not help with this. Mayor Mashburn said the SSD cannot provide funds directly to a government entity. Mayor Baker stated this would almost be like the City having another employee working for their interests if they decided to contribute. Councilman Hall said they understand that in some ways we are competing entities and the concern has always been that one area or entity is being looked at for something and not some place else but felt with a position on the Board the City would have an equal voice to guide those directors. Councilman Hall said if it were possible budget wise to do it, he would not be opposed to the idea. Mayor Mashburn said they would like to have a professional in both positions because if they don't then the things that were wrong in the Chamber won't change. Mayor Mashburn said the next step would be to get a copy of the agreement to the Council members and the City Attorney, have them look it over and determine what they would like to do. Mayor Mashburn stated one of the items in the contract states an entity would have to give a year notice if they wanted to pull out because the Board would need that long to determine how they will cover the lack of funds. He also stated they will not move forward in their process until they hear from the City. Councilman Hall wanted to know what the Chamber position would entail. Mayor Mashburn said the Chamber position would be to help local merchants with activities, events, coordination, and he would like them to be instrumental in reviving the Old Towne Alliance. Mayor Mashburn said he thinks some of the local merchants lack training. Dale said the amount of traffic and calls that the Chamber receives is amazing and sometimes the only contact people have with the community. He said it would be so beneficial to have someone who is very visible, available, and interacting with the public that is aware of all that is going on in the community. Mayor Baker wanted to

know if the 11<sup>th</sup> would be soon enough to have an answer to them about the City's position. Robert Hall **moved** to take the matter under advisement and to try and have an answer for them by the next Council meeting. Dan Olsen **seconded** the motion. The motion passed with all voting aye.

Officer Joe Tatangelo was introduced to the Council by Lieutenant Manny Escoto. Lieutenant Escoto told the Council that Officer Tatangelo has been working for Kane County as a Deputy and they were very glad to have him aboard. Lieutenant Escoto asked the Council for approval to hire Officer Tatangelo at \$19.00 per hour. Council members welcomed Officer Tatangelo to the City. Nikki Kay administered the oath of office to Officer Joseph Tatangelo.

***INTRODUCTION AND  
SWEARING IN OF NEW  
OFFICER***

Veronica Stermer and Michelle Dana came before the Council to present information on the Uintah Basin Community Emergency Response Team (CERT). Ms. Dana explained to the Council about the volunteer programs they would like to help get started in this area that fall under the category of emergency management. Homeland Security administers a number of the programs on a national level. Ms. Dana told the Council that on the local level she manages the Uintah County citizen core. Some of the programs she works with are Fire Corp, Medical Corp, USA on Watch, Neighborhood Watch, and Volunteers under Police Services. She stated their purpose is to bring together leaders from each program and match them with leaders and members of the community to figure out how to better serve the community by providing volunteers to make communities better and stronger. They help with the training and find out what the needs are of the community through the local leaders. Ms. Dana explained that they ask the citizens to step up and put some time into help make communities better and safer. Ms. Stermer gave a power point presentation to give information on what CERT covers. She said people are training in eight different areas that include disaster preparedness, small fire suppression, medial triage, medical wound, light search and rescues, disaster psychology, team organization, terrorism and shelter. Those trained are supplied with field guides to carry with them. (Councilman Kitchen arrived at this time.) Ms. Stermer stated that training takes about twenty-one plus hours and is currently being conducted over two weekends. She said the trained teams help provide services that increase neighborhood disaster readiness, help prevent further injury, improves the ability of citizens to survive until responders arrive, enable quick triage, and help organize the

***PRESENTATION FROM  
U I N T A H   B A S I N  
EMERGENCY RESPONSE  
TEAM (CERT)***

procurement of supplies and communication. She also reported that the cost of training is covered by a small grant and members are asked to buy their own basic CERT kit backpack. Mayor Baker said the City could put something in the newsletter to inform people that volunteers are needed and the training is available. Ms. Stermer said that they have divided the area into sectors and they would like at least one team in each sector. She said when the teams are established they are encouraged to get with people in the area that might already be working on the same thing. Councilman Hall thought it was a great idea. Max Young, who a member of CERT, stated the local churches have emergency plans that tell us what to do but doesn't show us how and he felt this program showed people how to do it. Ms. Stermer said they are trying to put together a budget to help run the CERT program but they may be back to ask for donations to help with the programs. The Mayor and Council thanked Ms. Dana and Ms. Stermer for coming and for the information they provided.

Gary Siever came before the Council to discuss their opinions on the latest draft of the Downtown Plan brochure. He said this would be their time to add any comments or make any changes before the final draft is presented to the City. Councilman Olsen asked that the front copy be changed to have the Naples logo on the top and the "information brochure" on the bottom. Comments were made about the number of people characters on each page and wondered if it made the pages too cluttered. Mr. Siever said it needs to fun and create some interest for businesses looking to locate here. He said if each page is just information and numbers, you lose interest in looking at it. A suggestion was made to have contact information at the front of the brochure rather than the end. Council members were very pleased with the results of the brochure. Council members thanked Mr. Siever for the brochure and the time spent in compiling the information. Mr. Siever stated the final draft would be sent electronically and the Council could distribute them how they wanted and it could be included on the City's web site.

### ***NAPLES DOWNTOWN PLAN BROCHURE***

**USA Parts and Service** - 1753 E 1500 S. A business license application was received from USA Parts and Service. The business is located in the proper zone and was given approval from Craig Blunt. Dan Olsen **moved** to approve the business license for USA Parts and Service. Dennis Long **seconded** the motion. The motion passed with all in attendance voting aye.

### ***BUSINESS LICENSE APPROVAL***

***E X P E N D I T U R E  
APPROVALS***

**Police Department** - Manny Escoto came before the Council asking for approval to expend funds to purchase a bullet proof vest for the new officer in the amount of \$815, a new radar for one of the vehicles in the amount of \$3,000, and new leather holsters for all officers in the amount of \$2,500. Dan Olsen **moved** to approve the expenditures in the police department. Robert Hall **seconded** the motion. The motion passed with the following roll call vote:

Robert Hall	Aye
Gordon Kitchen	Aye
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

**Government Buildings** - Craig Blunt asked for approval to expend funds for the new equipment storage building. He asked for \$30,252 to pay BHI for electrical work on the building. Gordon Kitchen **moved** to approve the expenditure. Dennis Long **seconded** the motion. The motion passed with the following vote:

Robert Hall	Aye
Gordon Kitchen	Aye
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

Craig also asked for approval to expend \$11,468 for costs associated with a heating unit for the wash bay in the equipment storage building. He said it would be similar to the overhead one in the fire department. He said the road crew needs to be able to neutralize the salt that gathers on the equipment in the winter time. Dan Olsen **moved** to approve the expenditure. Robert Hall **seconded** the motion. The motion passed with the following vote:

Robert Hall	Aye
Gordon Kitchen	Aye
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

**Computer supplies** - Nikki Kay asked for approval to purchase WordPerfect software licenses for five of the computers located in the office. She stated that the new Vista operating system is not compatible with older versions

of WordPerfect and many of the documents created in the past have been created with WordPerfect. Dennis Long **moved** to approve \$675 for the purchase of the software. Gordon Kitchen **seconded** the motion. The motion passed with the following roll call vote:

Robert Hall	Aye
Gordon Kitchen	Aye
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

**Road Department** - Jim Harper asked for approval to purchase a laptop to carry with him as he does inspections throughout the City. He also wanted something that would allow him to download the pictures as he is doing those inspections. He thought he could purchase an HP for around \$850. Dennis Long **moved** to approve up to \$900 for the purchase of the computer. Dan Olsen **seconded** the motion. The motion passed with a roll call vote as follows:

Robert Hall	Aye
Gordon Kitchen	Aye
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

Jim Harper told the Council that some of the sidewalks throughout the City need to have the edges ground so they are ADA approved. He would like to use the same people that are currently doing Vernal City's and thought it would cost about \$8,000 for the sidewalks on Hwy 40, 1900 South, and around the city office building. Council members reminded Jim not to do the sidewalks on 1900 South that will be replaced by the Parkview subdivision. Gordon Kitchen **moved** to approve up to \$8,000 if it follows the City's purchasing policy and doesn't require a bid. Dennis Long **seconded** the motion. The motion passed with a roll call vote:

Robert Hall	Aye
Gordon Kitchen	Aye
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

Jim Harper explained to the Council that equipment needed to be rented to smooth the dirt roads and to clean the

drainage on the switch backs. He received a bid of \$1,000 to have someone run the grader and the backhoe. Robert Hall **moved** to approve the expenditure. Gordon Kitchen **seconded** the motion. The motion passed with the following vote:

Robert Hall	Aye
Gordon Kitchen	Aye
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

A draw request in the amount of \$109,558.40 for work completed so far on 1000 south was presented from JB Gordon Construction. Craig explained that sewer is finished and was pressure tested. The water lines are finished and will be chlorinated. He said they will be starting on the drain pipe on the south side of the road to 2000 East. He also reported that depending on the weather they may start on the granular barrow and pads for the curb and gutter and sidewalks. He told the Council that if the weather shuts them down they will grade the road for passage until they are able to complete the project. Dennis Long **moved** to approve the \$109,558.40 to JB Gordon Construction for 1000 South. Dan Olsen **seconded** the motion. The motion passed with a roll call vote as follows:

Robert Hall	Aye
Gordon Kitchen	Aye
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

#### ***DRAW FOR 1000 SOUTH***

Craig Blunt and Jim Harper presented travel approval forms to attend OSHA and roads training in Salt Lake City. The training would be for the first week in December. The training would help Jim to become certified and would give Craig the hours need to maintain his certification. The amount requested by Craig was for \$745 and \$780 for Jim. Dan Olsen **moved** to approve the requests for travel. Robert Hall **seconded** the motion. The motion passed with the following vote:

Robert Hall	Aye
Gordon Kitchen	Aye
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

#### ***TRAVEL APPROVAL FOR CRAIG BLUNT AND JIM HARPER***



Craig Blunt told the Council that it is recommended an engineer study is completed when considering installing stop signs in the City. Craig received a quote from CIVCO Engineering for \$270 per study for 500 E 1500 S and 500 S 2000 E. Craig said traffic counts were completed. Councilman Kitchen questioned the statement made concerning the traffic counts be equal both ways before installing the signs. Craig said the City would qualify based on distance of intersections, speeds clocked and accidents reported. Craig said the other factors will help justify getting the signs. Dan Olsen **moved** to approve the expenditure for the engineering study to CIVCO. Dennis Long **seconded** the motion. The motion passed with the following roll call:

Robert Hall	Aye
Gordon Kitchen	Aye
Dennis Long	Aye
Dan Olsen	Aye
Kenneth Reynolds	Absent

Council members received a draft copy of the Economic Baseline Study for Ashley Valley. Mayor Baker said he was able to look through it and noticed that Naples City was not included. Craig Blunt said he spoke with Richard Walker who is his contact for the study and asked him that same question. Mr. Walker forwarded that question to a Mr. Wood. Craig said he felt if the City was cost sharing on the study then information should be addressed about the City. He is waiting for a response from Mr. Wood.

Mayor Baker obtained some information from the City Attorney after the discussion that was held at the last meeting regarding comp. time and overtime. It was determined that Nikki Kay as the Recorder and Connie Patton as the Treasurer should be salary but neither one is. It was also noted that salaried positions weren't necessarily exempt positions and exempt status was based on job descriptions and responsibilities. Mayor Baker wanted to know if the job descriptions were specific enough and what Connie's job description would be because she also has other duties she covers. Craig said the City should review the job descriptions and go over those with Dennis Judd. Craig also wanted the Council to consider allowing employees to accumulate more vacation hours. Councilman Hall wanted to know what the levels were when accrued vacation hours increase. Nikki said it was at ten years, fifteen years, and twenty years. Mayor Baker asked for a motion to table this matter until the City

## ***ENGINEER STUDIES FOR STOP SIGNS***

## ***ECONOMIC BASELINE STUDY FOR ASHLEY VALLEY***

## ***SALARY DISCUSSION REGARDING COMP TIME AND OVERTIME***

Attorney could be present to answer questions regarding this matter. Dan Olsen **moved** to table the discussion until next meeting. Robert Hall **seconded** the motion. The motion passed with all voting aye.

Mayor Baker stated that he was approached by Ryan Cook and asked if the promotion and salary increase of Jim Harper also meant an increase for the assistant road superintendent. Ryan Cook wanted to know if he was required to take on more responsibility as an assistant in the road department if he would be entitled to an increase in salary. Councilman Kitchen wanted to know if what Ryan was asking is if he was going to take over Jim's responsibilities then should he be getting the same pay that Jim was. Nikki Kay gave them the salaries of what Jim was making and what Ryan is currently making. Dan Olsen **moved** to appoint Ryan as the assistant street person. Councilman Kitchen wanted to know if this was a department matter. Councilman Olsen said they would do the same as a promotion in the police department with the recommendation of the department head. They asked Jim Harper if that would be his recommendation and he said it would be. Councilman Kitchen wanted to know why the Council was doing this and not the department head. Mayor Baker said because it is a matter of a salary increase. Councilman Olsen restated his **motion** to ratify the recommendation of Jim Harper to make Ryan Cook as assistant streets director at \$21.82 per hour. Gordon Kitchen **seconded** the motion. Ryan Cook had a question. He said he just assumed the position was open to him and he was not trying to be rude but he wanted to see a job description. He said before he agreed to take on more responsibility he wanted to know if those responsibilities would be worth what they were offering to pay him. Council members agreed that would be fair. They asked Jim Harper to come back with a job description for the assistant streets director. Dan Olsen **moved** to rescind his first motion and to table the discussion. Gordon Kitchen **seconded** the motion. The motion passed with all voting aye.

### ***SALARY DISCUSSION FOR ROAD DEPARTMENT***

Mayor Baker asked the Council to consider an increase in the business license fees the City charges. He said due to the high impact of many of the industrial businesses in the City and the low amount they are collecting in sales tax he feels they need to adjust some of those amounts. Councilman Hall wanted to know if they could get a copy of the rates charged by Vernal City. They asked Craig if he would get the amounts from Vernal City by the next meeting.

### ***DISCUSSION FOR AN INCREASE IN BUSINESS LICENSE FEES***

Craig Blunt said he is on his way and should be to work on Monday. Craig reported he had some trouble with his moving van which caused some delay for them.

## ***UPDATE ON CITY PLANNER***

Craig Blunt gave the Council some information from Peak Oil titled "Green is Coming." Craig said the information is circulating at some of the training he has attended. The information is encouraging people to use less energy and to consider that as they do new construction. The cities are being encourage to look into it but it is not something Craig felt the City could regulate.

## ***ADMINISTRATIVE UPDATES AND REPORTS***

Information was given to the Council on "Seed Uintah Basin." The program is designed to bring business, university and government entities together to make Utah a worldwide leader in successful high-growth business creation. The organizers in this area are wanting to meeting with members of local government to discuss ideas in creating economic diversity through entrepreneurial development. More information on local meetings will be forthcoming.

It was noted that several of the Special Service Districts (SSD) are in need of residents willing to fill vacancies on their boards. Council members were asked to encourage local residents to consider applying for those vacancies. They need residents willing to help and give their voting power to protect the Special Service Districts.

**Animal Control SSD** - Councilman Olsen reported that the number of animals being turned into the shelter has increased dramatically. He also reported that traps are available to residents experiencing animal problems.

**Fire Control SSD** - Councilman Hall stated that the Fire District has adopted a tentative budget. The budget was reduced by about \$10,000. Craig Blunt asked who had the responsibility of preventive maintenance on the building. Councilman Hall thought it would be good if the City tried to look after those things but they could be billed to the District. Councilman Hall also stated that Jensen will be getting a new fire station and the Naples Department received new extrication equipment.

**Health Services SSD** - Councilman Hall said he did not have much to report but there would be changes to the Board members in the next month.

**Recreation SSD** - Councilman Kitchen said the bid for the lights at the Naples Park have been approved and the project is underway. He thought the installation should be completed before next spring. He also said they have not moved forward with the new ball diamonds because the acquisition of property in that area would affect the configuration of the ball diamonds. Craig Blunt said he is waiting to hear back from the park superintendent regarding the signs at the park. Mayor Baker asked Councilman Kitchen to try and follow through with the signs to make sure those are ordered and installed soon.

**Uintah Impact Mitigation SSD** - Councilman Long said they have not met recently but did comment on the money that was given to help with the "Seed Uintah Basin" program.

Dennis Long **moved** to set a public hearing for December 11, 2008 to receive public comment on annexing property into the City. Robert Hall **seconded** the motion. The motion passed with all voting aye.

***SET ANNEXATION  
PUBLIC HEARING***

With no other business before the Council, Dan Olsen **moved** to adjourn the meeting at 10:40 p.m. Dennis Long **seconded** the motion. The meeting was adjourned

***MOTION TO ADJOURN***

APPROVED BY COUNCIL ON THE 11<sup>th</sup> DAY OF DECEMBER 2008

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_